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ADM-M70-0065  
20 May 1970

MEMORANDUM FOR: Director of Communications

SUBJECT : Space

1. I have reviewed the 1 May 1970 IBM listing submitted by the Logistics Services Division on space occupied by OC. Summary is made for information:

**Headquarters**

Ground Floor	A Corridor	2,507 square feet
	F "	1,476 " "
Second Floor	D "	7,408 " "
	C "	200 " "
	E "	1,670 " "
	F "	<u>1,186</u> " "
Total -		14,447 square feet

**Ames Building**

7th & 8th Floors 14,040 square feet

**Magazine Building**

7th Floor 4,750 square feet

2nd Floor 5,587 square feet

The machine room was off 520 square feet since Room 2 E 37 was omitted from the listing. This discrepancy is being brought to Logistics' attention.

2. On 20 February, I advised [redacted] that it is our desire that all Communications personnel, with the exception of [redacted] (Signal Center) and Special Programs Division (FI/Div Support), be placed under "one roof" at the [redacted]. The other personnel should remain at Headquarters where they are presently housed.

3. The above listing of footage represents the space the Office of Communications now occupies. I have not identified "office" and "other" since all the space could be used as office or for whatever is required.

[redacted]  
Chief, Administration Staff, OC

cc: [redacted]

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*Ops - Communications*